



City of Frisco Volunteer Application

CONTACT INFORMATION

Last Name

First Name

Middle Name

Address

City

State

Zip Code

Home Phone

Work Phone

E-Mail Address

Driver's License Number

State of Issue

Emergency Contact Person/Relationship

Emergency Phone Number

Have you ever served as a City volunteer? If so, where and when? _____

Is it OK to receive calls at work? _____

I am 18 years old or older? _____. If not 18, please provide your age: _____

EDUCATION/EXPERIENCE

Education (check all that apply)

☐ Currently attending High School, name of school _____ ☐ High School graduate/GED

☐ Currently attending college, name of school _____

☐ Undergraduate degree, Major _____ ☐ Graduate degree, Major _____

I am: ☐ Employed Full-time

☐ Employed Part-time

☐ Unemployed

☐ Retired

☐ Student

☐ My employer offers a time-off program for volunteers

Employer's Name, Address and Phone Number:

Supervisor's Name and Phone Number:

Position/Responsibilities

(Please include additional pages, if necessary.)

ADDITIONAL INFORMATION

Volunteer Experience:

What do you hope to gain through your volunteer experience?

Do you speak another language other than English? If so, please list them and indicate if you would be willing to use that skill for any project.

Criminal Record Check

Have you ever been convicted of a felony or misdemeanor?

☐ Yes

☐ No

Are you currently charged with a felony or misdemeanor?

☐ Yes

☐ No

A criminal record check may be conducted for all potential City of Frisco volunteers. If you answered yes to either question above, please briefly describe the circumstances of your conviction or current charges indicating date, nature, and place of the offense and status of the case. Your answer is evaluated in relation to volunteer activities. A current charge or conviction will not necessarily disqualify you from becoming a volunteer, however it may limit where we may place you.

References: Please list two people other than relatives who would be willing to serve as personal references.

Last Name	First Name	Middle Name
Address		
City	State	Zip Code
Home Phone	Work Phone	E-Mail Address

Last Name	First Name	Middle Name
Address		
City	State	Zip Code
Home Phone	Work Phone	E-Mail Address

Preferences for Volunteer Activities

I've checked each of the skills and resources I may be willing to make available to the City of Frisco at least once during the coming year:

- ☐ Contributing to a community service project.
- ☐ Desktop publishing, graphic design.
- ☐ Donating printing of materials (brochures, newsletters, posters).
- ☐ Holiday celebrations (Fourth of July, Merry Main Street, etc.)
- ☐ Library services programs and events
- ☐ Parks and Recreation programs and events
- ☐ Environmental Services and "Don't Trash Frisco" Program
- ☐ Writing articles for newsletters
- ☐ Speaking at a meeting on the following topic(s): _____

- ☐ Conducting a workshop on the follow topic(s): _____

- ☐ Other: _____

Best day(s) of week for volunteer work (check all that apply):

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday
- ☐ Saturday
- ☐ Sunday
- ☐ Holidays

Best time of day for volunteer work (check all that apply).

- ☐ 8 to 10 a.m.
- ☐ 10 a.m. to 12 noon
- ☐ 12 noon to 2 p.m.
- ☐ 2 to 4 p.m.
- ☐ 4 to 6 p.m.
- ☐ 6 to 8 p.m.
- ☐ 8 to 10 p.m.

I have served as a leader in these nonprofit organizations in recent years:

VOLUNTEER AGREEMENT and CERTIFICATION

Please read the following statements carefully and indicate your understanding and acceptance by signing your name in the space indicated.

- I certify all information contained on this application and given at my interview is true and complete to the best of my knowledge and belief, and has been given voluntarily.
- I understand this information may be disclosed to any party with legal and proper interest, and I release the City of Frisco from any liability whatsoever for supplying such information.
- I understand a criminal record check may be conducted.
- I hereby authorize references listed on this application to answer any questions and to furnish any accurate information from their records concerning me, and I hereby release such companies and persons from any liability for such action.
- As a volunteer, I agree to perform to the best of my ability the tasks as outlined in my job description or the tasks established by my supervisor; to accept supervision, maintain confidentiality; observe stated goals and objectives and give my supervisor adequate notice before termination as a volunteer.
- I understand I must familiarize myself with the City of Frisco Volunteer Policies and Procedures.
- I will not to distribute literature of any type.
- As a volunteer, I understand I will not be paid for my services, and the City of Frisco will not provide me with employee benefits, accident insurance, death benefits, nor does the City of Frisco carry commercial general liability insurance covering volunteers.
- I fully understand and agree that either for failure to fully comply with all of the obligations outlined in the Volunteer Application, or for any reason whatsoever, while performing my voluntary services to the City of Frisco in voluntary capacity, the City of Frisco at its sole discretion, may immediately terminate my volunteer services.

Applicant's Signature

Date

If applicant is under the age of 18, a parent or legal guardian must sign this form.

Parent or Legal Guardian Signature

Date

Statistical Information

The following information will be used for statistical analysis only.

Date of Birth: Month: _____ Day: _____ Year _____

Gender: ☐ Female ☐ Male

Marital Status: ☐ Single ☐ Married

Race: ☐ African-American ☐ Asian/Pacific Islander ☐ Caucasian
☐ Hispanic/Latino ☐ Other _____

For official use only:	
Date Application Received:	Date Interviewed:
Date of Background Check:	Date References checked:
Notes:	



City of Frisco
Consent for Criminal Background History
and Motor Vehicle Check
Authorization/Waiver/Indemnity Form

Each employee, employee applicant, contractor, volunteer or volunteer applicant who is to be screened must sign an authorization/waiver/indemnity form, giving approval for the City of Frisco to perform a background search.

I hereby give my permission for the City of Frisco to obtain information related to my background and motor vehicle record. The background record, as received from the reporting agencies, may include arrest and conviction data as well as plea bargains and deferred adjudication. I understand that this information will be used in part to determine my eligibility for a volunteer position with the City of Frisco. I also understand that as long as I remain a volunteer with the City of Frisco, the background and motor vehicle records check may be repeated at anytime. I understand that I will have an opportunity to review the background and a procedure is available for clarification, if I dispute the record received.

I, the undersigned, do, for myself, my heirs, my executors and administrators, hereby remise, release and forever discharge and agree to indemnify the City of Frisco and each of their officers, directors, employees and agents harmless from and against any and all causes of actions, suits, liabilities, costs debts and sums of money, claims and demands whatsoever, and any and all related attorney's fees, court costs and other expenses resulting from the investigation of my background in connection with my application to become a volunteer.

Last Name	First Name	MI
-----------	------------	----

Other Names (Alias, Married, Maiden)

Volunteer Position	Department
--------------------	------------

Date of Birth	Sex	Race
---------------	-----	------

Driver's License Number	State of Issue	Social Security #
-------------------------	----------------	-------------------

Signature	Date
-----------	------